



COUNTY OF ERIE

CHRIS COLLINS

COUNTY EXECUTIVE

Department of Parks, Recreation & Forestry Park Event Application

Group Name: _____ Date: _____

Contact Name: _____ Phone: _____

Address: _____ E-mail: _____

Park: _____ Location in Park: _____

Date(s) of Event: _____ Time: _____

Number of People: _____ Fax # (optional): _____

I would like to receive permit via: E-mail: ☐ _____ Mail: ☐
Fax #: ☐ _____

Type of event/activity (Also include any specific needs or accommodations) Use
Company/Group letterhead if applicable.

After receiving this information we will be able to confirm whether the Park can accommodate your request, what rental fees apply and a follow up letter or call will be made to you. You will then have to send us the Standard Insurance Certificate listing the **County of Erie** as additional insured. This must read the following verbatim:

*County of Erie
95 Franklin St
Buffalo, NY 14202
Attn: Parks*

HELP US KEEP ERIE COUNTY PARKS SMOKE FREE AND LITTER FREE. PLEASE NO SMOKING

The Parks will then be notified of your event and a permit will be issued to you. Information can be mailed at the address below, Faxed to 858-8314 (Attn: Jared), or e-mailed to **Jared.Jackson@erie.gov**. Any questions please feel free to call 858-7037.

MAILING ADDRESS:

Erie County Parks Recreation & Forestry
95 Franklin St. Room 1255
Buffalo, NY 14202
(716) 858-7037
(716) 858-8931 (Fax)